

**Private Colleges
Accreditation Board**

Annual Report
April 1, 1987 - March 31, 1988

PRIVATE COLLEGES ACCREDITATION BOARD

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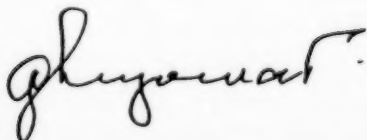
July, 1988

The Honourable Dave Russell
Deputy Premier and Minister of
Advanced Education
323 Legislature Building
Edmonton, Alberta
T5K 2B6

Dear Mr. Russell:

Herewith is the third Annual Report of the Private Colleges
Accreditation Board, for the period April 1, 1987 to March 31,
1988.

Respectfully,



Gordon L. Mowat
Chairman

1. Membership of the Board

The Board consists of thirteen members appointed by the Minister of Advanced Education: a chairman; four members of the public; four university academic staff members nominated by the Universities Co-ordinating Council; and four private college academic staff members nominated jointly by the presidents of the private colleges.

In addition, the Minister designates an official from his Department to attend meetings in a non-voting capacity. The services of an executive secretary and secretary are provided to the Board by the Minister.

During the reporting period, the following individuals have served the Board.

Chairman

Dr. Gordon Mowat

Chairman

Public Members

Mr. Richard Cooke

Vice-Chairman (to May 14, 1987)

Vacant

(from May 15, 1987)

Mr. Ed. Makarenko

Vice-Chairman (effective October 1, 1987)

Mrs. Margaret Noble

Ms. Caroline Skelly

University Members

Dr. Dominique Abrioux

Athabasca University

Dr. Don Detomasi

University of Calgary

Dr. James Forrest

University of Alberta (from May 15, 1987)

Professor Laurence Hoyer

University of Lethbridge

Dr. Henry Kreisel

University of Alberta (to May 14, 1987)

Private College Members

Dr. Reo Ganson

Canadian Union College (to May 14, 1987)

Dr. Peter Mahaffy

The King's College

Dr. Judith Meier

Concordia College

Dr. Chester Olson

Camrose Lutheran College

Dr. Warren Trenchard

Canadian Union College (from May 15, 1987)

Alberta Advanced Education

Mr. Bill Novasky

(from April 27, 1987)

Staff

Dr. Larry Orton

Executive Secretary

Ms. Judy Young

Office Manager

2. Activities

During this reporting period, the Private Colleges Accreditation Board met six times.

Proposals

The work of the Board centered on the proposals which had been received from Canadian Union College in College Heights and Concordia College in Edmonton.

In June, 1987 the Board reviewed the report of the Evaluation Team appointed to advise on Concordia College's proposal to offer three-year B.A. and B.Sc. degree programs. The Board voted to recommend accreditation to the Minister and on July 16, 1987 an Order in Council was signed, making Concordia the third private college to receive accreditation.

Also in June 1987, the Board considered the proposal from Canadian Union College. The Board rejected the College's proposal for a four-year Bachelor of Arts and a three-year Bachelor of Science. The Board agreed, however, to proceed with consideration of the proposal for a three-year Bachelor of Arts degree. The Board appointed an Evaluation Team to advise on this proposal, and that team visited the College at the end of October, 1987; the Team's report was considered at the Board's meeting of January, 1988. The Board decided on certain conditions the College must meet before it is prepared to recommend accreditation. The Board continues to work with the College on certain aspects of those conditions.

Accreditation Handbook

In its previous report, the Board reported on its work to develop and publish a handbook to let all concerned parties know more precisely the expectations of the Board with respect to proposed degree programs in Arts and Science. The Board is pleased to report that its **Accreditation Handbook** was distributed in April, 1987. This Handbook has proved to be an invaluable resource for Board members and colleges interested in accreditation. Furthermore, there have been requests from outside Alberta for copies of the work.

As the Board's work proceeded and more experience was gained, it became obvious, however, that refinements were needed. Accordingly, some of the Board's efforts went into considering changes and additions to the Handbook. A revised edition of the Handbook will be distributed early in the next reporting period. Changes will be made and new editions circulated as the Board gains experience.

3. Administration

At its meeting of October 1 and 2, 1987, the Board elected Ed Makarenko to be its second Vice-Chairman. In March, 1987, the Board offices moved to a permanent office, which provides a reception area and an office for the Chairman, as well as good space for staff. The Department of Advanced Education has indicated that it wishes to have the Executive Secretary take up some assignments within the Department, so that the Board may no longer have the services of a full-time professional staff person. If this new arrangement is necessary, the Board is concerned that it be clear the Executive Secretary's primary commitment remain to the Board.

4. Inventory of Private Colleges

The Executive Secretary of the Accreditation Board prepared for the Board's use a second edition of the "Directory of Independent Colleges" in Alberta. This directory provides basic information on the colleges established under private Acts of the Legislature, as well as on post-secondary institutions operating under other legal bases, except those covered by the Private Vocational Schools Act. As with the first edition, the inventory will be circulated for the use of officials throughout government.

5. Other Matters

Other matters relating to the mandate of the Board have arisen during this reporting period.

5.1. The Universities Act makes it clear that a college which has its own private Act of the Legislature is eligible to make application to the Board for the accreditation of degree programs. The Board, however, has superimposed a further requirement that a college must have been affiliated with an Alberta university for a period of at least three years.

The Board continues to receive enquiries from non-affiliated institutions regarding accreditation. While the Board's requirement of affiliation renders such colleges ineligible, the Board expects that at some point it may be under pressure to review its affiliation requirement.

5.2. The Universities Act places no limits on the fields of study in which a college may aspire to offer degree programs. In its last report, the Board noted that it expected to receive proposals for degree programs other than in Arts and Science. The Board also noted some of the concerns that might arise in the case of professional degrees.

During the current reporting period, the Board received a "letter of intent" from The King's College regarding the College's wish to proceed with a Bachelor of Education degree. After consultation with the Departments of Advanced Education and Education the College decided to postpone indefinitely its plans to proceed with this proposal.

The Board referred to the Minister some basic questions relating to the wishes of private colleges to introduce professional degrees.

5.3. The Universities Act requires the Board to arrange periodic evaluations of accredited degree programs in private colleges. The development of a plan for the conduct of periodic reviews has taken a substantial amount of the Board's time during this reporting period. The Board expects to finish this work in the coming year.

5.4. During the reporting period, the **Universities Co-ordinating Council** asked for a meeting with representatives of the Accreditation Board. Some members of the U.C.C. requested information regarding the Board's procedures. The U.C.C.'s concerns were dealt with in just one meeting.

6. Major Events

April 6, 1987

The Seventeenth meeting of the board.

The final edition of the Accreditation Handbook was distributed to the Board members.

Canadian Union College's proposal for accreditation was discussed in detail and some items were tabled for the next Board meeting.

May 14, 1987

First three-year term ended for some Board members; three members did not remain on the Board for a second term. Two new members were appointed for three-year terms. One public member position was left vacant.

June 11 & 12, 1987

The Eighteenth meeting of the Board.

The Board agreed to appoint an Evaluation Team to advise on Canadian Union College's proposal to offer a three-year Bachelor of Arts program.

The Accreditation Board approved Concordia College's application for a three-year Bachelor of Arts and a three-year Bachelor of Science degree program and agreed to recommend accreditation of these programs to the Minister.

The Board began to consider in detail its position on periodic evaluations.

July 16, 1987	The Order in Council was signed, enabling Concordia College to offer three-year Bachelor of Arts and Bachelor of Science degrees.
August 7, 1987	The Board released its second Annual Report.
October 1 & 2, 1987	The Nineteenth meeting of the Board.
	The Board continued its consideration of periodic evaluations, made some decisions regarding its rules of procedure for meetings, noted a letter from DeVry Institute regarding the possibility of accreditation, and considered a letter of intent from The King's College for the introduction of a Bachelor of Education program. The Board also elected Ed Makarenko as its second Vice-Chairman.
October 29 & 30, 1987	An Evaluation Team visited Canadian Union College for a review of the College's proposal for a three-year Bachelor of Arts degree.
November 19 & 20, 1987	The Twentieth meeting of the Board.
	The Board continued its considerations of a position on periodic evaluations. A Committee was formed to establish a form for Colleges' annual reports to the Board.
December 9, 1988	The Evaluation Team appointed to advise on Canadian Union College submitted its report.
January 14 & 15, 1988	The Twenty-First meeting of the Board.
	The Board considered the report of the Evaluation Team appointed to advise on Canadian Union College's proposal for a three-year Bachelor of Arts degree. The Board instructed the Chairman to write to the President of Canadian Union College to outline the Board's concerns.

March 24 & 25, 1988

The Twenty-Second meeting of the Board.

The Board reviewed Canadian Union College's response to the Chairman's letter to the College and met with the President of the College to ask about certain aspects of the College's response. The Board instructed the Chairman to write to the College a second time to state the Board's reservations.

The Board approved certain changes to the Accreditation Handbook and continued its review of periodic evaluations. It was reported that The King's College would postpone indefinitely its plan to propose a Bachelor of Education Degree and instead propose a Bachelor of Science program. The Board received for information the second edition of the "Directory of Independent Colleges".

Summary of Expenditures

	April 1, 1986 to March 31, 1987	April 1, 1987 to March 31, 1988
Travel and Accommodation		
Board Meetings	\$14,544.11	10,619.69
Evaluation Teams	1,554.05	1,406.17
Other	1,158.90	71.28
Total	17,257.06	12,097.14
Honoraria and Professional Services		
Board	32,155.00	11,010.00
Evaluation Teams	11,700.00	22,760.00
Total	43,855.00	33,770.00
Meeting Expenses		
Facilities	1,103.82	585.00
Meals	1,676.37	1,384.39
Total	2,780.19	1,969.39
Office Expenses		
Materials & supplies	917.57	866.40
Total	\$64,809.82	48,702.93